

Brain and Spinal Injury Trust Fund Commission

2 Peachtree St NW Suite 26-426 Atlanta, GA

Commission Meeting

August 23, 2018

Minutes

Commissioners attending in person:

Chase Jones (CJ), Hank Fielding (HF), Cheryl Harris (CH), Barbara Means-Cheeley (BMC), Lisa Dawson (LD).

Commissioners attending via teleconference:

Jane Warnock (JW), Randy Owens (RO), Gwen McKee (GM), Susannah Kidwell (SK), Tim Wall (TW), Andrew Dennison (AD), Bob Bauer (BB), Raj Gandy (RG).

Commissioners - Absent:

None

Staff:

Craig Young (CY), Dionne Braxton (DB), Keisha Zachary (KZ), Leslie Berry (LB), Tyimeka Brown (TB).

Guests:

Jane Jackson

Chairman's Reports

CJ – Welcome! Please call the roll.

CY – A quorum of 13 Commissioners are present.

CJ – I call the meeting to order at 10:36 a.m. Any edits to the minutes from the previous meeting? None

A quorum of 13 Commissioners are present.

1. Motion: to approve the August 2018 draft Commission minutes.

Motion by: TW **Second by:** RO

Vote: Approved unanimously; BB, BMC – abstained not present.

Executive committee:

CJ – there were no recommendations by the Executive committee to the Commission this month.

Craig will provide the Commission with updates.

Updates by CY:

1. There are six qualified candidates for the TBI program manager position to date – the posting expires August 27th. Expect to interview in September top three candidates.

Working with DHS to create deliverables for funding the Information and Resource position – met this morning with Jane and Cheryl to review budgets and scope of work activities.

2. Bob will address the 20th Anniversary updates later in the meeting.

3. Still working on the MOU with DCA for FY19. Currently one applicant on the home modifications wait list. Two projects from FY18 are still unfinished and one may be canceled. CJ – what happens to canceled funds? CY – remitted back to the Commission by DCA.

4. The Commission will need to open two new Georgia Fund 1 accounts. The first account will be the repository for all Commission donations, applicant accounts receivables, refunds, and other payments to the collection that fall outside appropriated (warrants) funds.

Recommended by Treasury, the second Georgia Fund 1 account would be used to receive appropriated unspent prior-year funds (and interest earned). The balance of the now defunct GEAP 932 account of \$2,444,631.03 will be transferred out of the current Georgia Fund 1 account #2131 to the new account to keep separate Prior-Year funds from current-year monthly allotments.

A quorum of 13 Commissioners is present.

2. Motion: to approve and authorize the Georgia Office of Treasury & Fiscal Services to create **two** new Georgia Fund 1 accounts in the Commission's name for the purpose of 1. To accept donations and other receivable funds *and* 2. To serve as the repository for the Commission's unspent Prior-Year funds from the current GF2131 account.

Motion by: HF **Second by:** TW

Vote: Approved unanimously

CY – we will transmit these Minutes and other required supporting documents to create these two accounts to the Georgia Office of Treasury & Fiscal Services.

On the advice of Treasury the Commission's old GEAP 686 account balance that was transferred to the Georgia Fund 1 account 2154 will remain as the single account for all Commission unappropriated funds.

Distribution committee:

TW – The applicant grid for August has 10 applicants with requests amounting to \$53,292.04. One applicant was withdrawn – additional medical documentation received revealed the injury was non-traumatic in nature. TW - Any other questions? None.

A quorum of 13 Commissioners is present.

3. Motion: To approve the August 2018 distribution grid as submitted.

Motion by: Distribution committee **Second by:**

Vote: Approved unanimously.

CY – currently 61 applications on staff desks not counting today’s grid.

Finance and Collections report:

LB – collections for July (FY2019) were \$133,691 (+16.5% change from prior July). No funds remitted from Atlanta Municipal Court since March 2018. HF – does this have to do with the city’s (Atlanta) ransomware incident? CY – yes. LD – what entity has oversight for surcharge collections? CY – not sure but will contact GSCCCA to see if they have any information.

BB – Finance committee met on August 13th and approved the draft FY2020 budget. Read the FI committee report for details. CY – some categories increased for FY2020 based on FY18 actuals such as retirement and workers comp.

A quorum of 13 Commissioners is present.

4. Motion: to approve the FY2020 draft BSITFC budget as submitted.

Motion by: Finance committee **Second by:** GM

Vote: Approved unanimously.

Federal ACL TBI grant:

CY – covered partly in the Executive committee updates. Proceeding with three grant activities:

1. Public Service Announcements – TBI and Commission resources GA Public Broadcasting proposal
2. Expanded Central Registry mailing to 2017 TBI ER treated Georgians
3. Collection of viable candidates for the ACL TBI grant program manager

New Business:

CY – hope to get all Evites out to guests to attend the 20th Anniversary next week; please forward all individuals names and contact information to me so we can get these invitations to them. GM – please send one to Buddy Carter.

The next Commission meeting will be on Thursday, September 27, 2018 from 10:30 a.m. to 12:00 p.m. at the Commission offices at 2 Peachtree St NW Suite 26-426.

The meeting is adjourned by motion (LD) at 11:24 a.m.